

SECRET

2 April 1954

MEMORANDUM FOR:

Office of Communications  
Office of Research and Reports  
DD/P, EE Division  
Office of Training  
Office of Personnel  
Office of Personnel  
Office of Personnel  
Office of Personnel

SUBJECT: Assignment to Task Force on Promotion

1. At its 25th meeting on 1 April 1954, the CIA Career Service Board established a Task Force on Promotion.

2. This mission of the Task Force is as follows:

To recommend to the CIA Career Service Board policies and procedures to guide and control the promotion of CIA employees.

The Board desires the Task Force to complete its work, at the latest, by 9 April 1954.

3. Because of your experience and qualifications, you have been selected as a member of the Task Force. The Task Force will meet at the call of the Executive Secretary, [REDACTED], Extension [REDACTED]

/s/

LYMAN B. KIRKPATRICK  
Chairman, CIA Career Service Board

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